

Professional Credential Services/Virginia Cosmetology
 150 Fourth Avenue North Suite 800 (for courier delivery)
 Nashville, TN 37219
 P.O. Box 198689 (U.S. Postal Service)
 Nashville, TN 37219-8689
 Toll free: 888-822-3272
 Fax: 615-846-0153
 Website: www.vacos@pcshq.org



Tattoo Apprenticeship Completion Form

Upon completion of the apprenticeship training, the sponsor shall review the apprentice's progress record for the training period. If the results of this review indicate the apprentice is now a candidate for the Board's examination, the sponsor shall sign the Apprenticeship Completion Form. The properly signed Apprenticeship Completion Form should be submitted with the Tattooer License and Examination Application.

Completion of the apprenticeship program shall qualify the apprentice to apply to the Board to take the Board for Barbers and Cosmetology Tattooer Licensing Examination.

Curriculum requirements specified in 18 VAC 41-50-160 shall be taught over a minimum of 1500 hours as follows:

1. 350 hours shall be devoted to theory pertaining to 18 VAC 41-50-160.1, 18 VAC 41-50-160.2, 18 VAC 41-50-160.4, 18 VAC 41-50-160.5, and 18 VAC 41-50-160.6;
2. 150 hours shall be devoted to theory pertaining to 18 VAC 41-50-160.3; and
3. The remaining 1000 hours shall be devoted to practical training and a total of 100 performances pertaining to 18 VAC 41-50-160.7.

HOURS OF INSTRUCTION AND PERFORMANCES

Initial under each subject of instruction/performance to verify completion.

A. 350 hours			
1. Microbiology			
a. Microorganisms, viruses, bacteria, fungi			
b. Transmission cycle of infectious diseases			Sponsor
c. Characteristics of antimicrobial agents			Apprentice
2. Immunization			
a. Types of immunizations			
b. Hepatitis A – G transmission and immunization			
c. HIV/AIDS			
d. Tetanus, streptococcal, zoonotic, tuberculosis, pneumococcal, and influenza			
e. Measles, mumps, and rubella			Sponsor
f. Vaccines and immunization			
g. General preventative measures to be taken to protect the tattooist and client			Apprentice
3. Safety			
a. Proper needle handling and disposal			
b. How to avoid overexposure to chemicals			
c. The use of Material Safety Data Sheets			
d. Blood spill procedures			Sponsor
e. Equipment and instrument storage			
f. First aid and CPR			Apprentice
4. Blood Borne Pathogen Standards			
a. OSHA and CDC blood borne pathogen standards			
b. Control Plan for blood borne pathogens			
c. Exposure Control Plan for Tattooers			Sponsor
d. Overview of compliance requirements			
e. Disorders and when not to service a client			Apprentice

5. Professional Standards			
a. History of tattooing			
b. Ethics			
c. Record keeping			
(1) Client health history			
(2) Consent forms			
(3) HIPPA Standards			
d. Preparing station, making appointments, parlor ethics			
(1) Maintaining professional appearance, notifying clients of schedule changes			
(2) Promoting services of the parlor and establishing clientele			
e. Parlor management			Sponsor
(1) Licensing requirements			
(2) Taxes			Apprentice
B. 150 Hours			
6. Sanitation and Disinfection			
a. Definition of terms			
(1) Sterilization			
(2) Disinfection and disinfectant			
(3) Sterilizer or sterilant			
(4) Antiseptic			
(5) Germicide			
(6) Decontamination			
(7) Sanitation			
b. The use of steam sterilization equipment and techniques			
c. The use of chemical agents, antiseptics, disinfectants, and fumigants			
d. The use of sanitation equipment			Sponsor
e. Pre-service sanitation procedure			
f. Post-service sanitation procedure			Apprentice
C. 1000 hours practical training and 100 performances			
7. Tattooing			
a. Client consultation			
b. Client health form			
c. Client disclosure form			
d. Client preparation			
e. Sanitation and safety precautions			
f. Implement selection and use			Sponsor
g. Proper use of equipment			
h. Material selection and use			Apprentice

By signing below, we acknowledge that the foregoing information and hours are true and have complied with the Virginia Tattooing Regulations and the Apprenticeship Standards.

Please Print Apprentice Name		Contact Phone Number

Signature of Apprentice	Date	
Please Print Apprentice Sponsor Name	License Number	Parlor Name & License Number
Signature of Apprentice Sponsor	Date	Contact Phone Number

1234TAC (10/01/06)